

IDAHO BOARD OF EXAMINERS OF NURSING HOME ADMINISTRATORS
Bureau of Occupational Licenses
700 West State Street, P.O. Box 83720
Boise, ID 83720-0063

Board Meeting Minutes of 11/3/2016

BOARD MEMBERS PRESENT: Joshua R Thompson - Chair
Zendy F Meharry
Nancy Kerr

BOARD MEMBERS ABSENT: Cathy Hart
John Williams

BUREAU STAFF: Tana Cory, Bureau Chief
Dawn Hall, Administrative Support Manager
Lori Peel, Investigative Unit Manager
Maurie Ellsworth, General Counsel
Mitchell Toryanski, Legal Counsel
Eric Nelson, Board Prosecutor
Jennifer Keyes, Technical Records Specialist

OTHERS PRESENT: Kris Ellis, Eiguren and Ellis

The meeting was called to order at 9:00 AM MDT by Joshua R Thompson.

APPROVAL OF MINUTES

Ms. Meharry made a motion to approve the minutes of August 11, 2016 and October 14, 2016. It was seconded by Ms. Kerr. Motion carried.

LEGISLATIVE REPORT

Ms. Cory gave the legislative report. She said that the Nursing Home Administrators Board did not have any laws or rules go to the Legislature this year.

Ms. Corey said that the Residential Care Administrators Board gave their Chair permission to speak with the Nursing Home Administrators Board Chair regarding the idea of the two Boards combining.

FINANCIAL REPORT

Ms. Hall gave the financial report, which indicated that the Board had a cash balance of \$37,629.80 as of October 31, 2016.

DISCIPLINE

Mr. Nelson presented a memorandum regarding case number NHA-2016-2. After discussion, the Board gave recommendations for appropriate discipline.

Ms. Kerr made a motion to close case NHA-2016-2 and have Mr. Nelson send an advisory letter. It was seconded by Ms. Meharry. Motion carried.

INVESTIGATIVE REPORT

Ms. Peel gave the investigative report, which is linked above.

FOR BOARD DETERMINATION

Ms. Meharry made a motion to approve the Bureau's recommendation and authorize closure in case I-NHA-2016-1. It was seconded by Ms. Kerr. Motion carried.

Ms. Meharry made a motion to approve the request to be released from probation regarding case number NHA-2012-2, effective November 3, 2016. It was seconded by Ms. Kerr. Motion carried.

REGULATORY BOARD TRAINING

Mr. Toryanski provided the Board with training pertaining to the Public Records Law.

OLD BUSINESS

To Do List – The Board reviewed the to-do list and no action was taken.

Application Review Process

The Board agreed to set a conference call every 6 weeks for application review.

NEW BUSINESS

CORRESPONDENCE

Correspondence was received from Chanse Powell stating that the verbiage on the monthly log form is confusing. Ms. Meharry made a motion to respond to the correspondence and to clarify the language on the "Monthly Time Log Form." The form will be revised by Ms. Hall, Mr. Ellsworth and Ms. Meharry and brought to the next meeting for review. It was seconded by Ms. Kerr. Motion carried.

EXECUTIVE SESSION

Ms. Meharry made a motion that the Board go into executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the Executive Session was to consider license application materials. It was seconded by Ms. Kerr. The vote was: Mr. Thompson, aye; Ms. Meharry, aye; and Ms. Kerr, aye. Motion carried.

Ms. Meharry made a motion to come out of executive session. It was seconded by Ms. Kerr. The vote was: Mr. Thompson, aye; Ms. Meharry, aye; and Ms. Kerr, aye. Motion carried.

APPLICATIONS

Ms. Meharry made a motion to approve Michael Moses for licensure by endorsement, and Valerie Wood and Tory Bosworth for Administrator in Training. It was seconded by Ms. Kerr. Motion carried.

Ms. Meharry made a motion to approve the quarterly reports for Jacob Erickson, Chanse Powell and Mary Egeland, and NHAIT-1090 is approved pending receipt of signed reports. It was seconded by Ms. Kerr. Motion carried.

Ms. Meharry made a motion to deny the quarterly report of NHAIT-1096 due to incomplete documentation of domains. It was seconded by Ms. Kerr. Motion carried.

Ms. Meharry made a motion to write a letter to NHAA-1133 denying the request to retroactively approve the quarterly report. It was seconded by Ms. Kerr. Motion carried.

NEXT MEETING was scheduled for December 19, 2016 at 1:00 pm, February 2, 2017 at 9:00 am, May 4, 2017 at 9:00 am, August 3, 2017 at 9:00 am and November 2, 2017 at 9:00 am.

CE COURSES

Ms. Meharry made a motion to approve Healthcare Leadership for Mass Casualty Events for 20 continuing education hours. It was seconded by Ms. Kerr. Motion carried.

Ms. Meharry made a motion to approve Over the Counter and Herbal Medications for 20 continuing education hours. It was seconded by Ms. Kerr. Motion carried.

Ms. Meharry made a motion to approve Health Care Law and Bioethics for 20 continuing education hours. It was seconded by Ms. Kerr. Motion carried. Mr. Thompson was recused.

ADJOURNMENT

Ms. Meharry made a motion to adjourn the meeting at 11:30. It was seconded by Ms. Kerr. Motion carried.

Joshua R Thompson, Chair

Cathy Hart

Zendi F Meharry

Nancy Kerr

Tana Cory, Bureau Chief